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The Online Interstate Roster and Referral Guide (IRG) project provides State child support agencies and Federal Office of Child Support Enforcement (OCSE) Regional offices with an effective and efficient way of viewing and updating State child support enforcement profiles, pertinent addresses for child support enforcement contact and payment, and Federal Information Processing Standards (FIPS) code information. This IRG data, which has previously only been available through numerous discrete sources, has been consolidated into a centralized, automated repository that can be accessed directly through the OCSE web site. By having a centralized repository of data, States can process interstate cases more easily.

The Public Online IRG User's Guide provides the public with step-by-step guidance in using the Online IRG and is organized as follows:

> Part 1.0, *Introduction*, provides project background and a brief description of the two components that comprise the online IRG: the State Profile System and the FIPS Codes and Address System.

> Part 2.0, *Navigation*, includes an introduction to the Online IRG Home Page, the "IRG Public Map Page" screen, and general navigation between the State Profile System and the FIPS Codes and Address System.

> Part 3.0, *Viewing State Profiles,* describes how to use the State Profile System to view State child support enforcement profile information.

> Part 4.0, *Viewing FIPS Codes/Addresses,* describes how to use the FIPS Codes and Address System to view contact information for State, County, International Reciprocity, Central OCSE, and Regional OCSE child support enforcement agencies.

Appendices include a list of acronyms, a list of State names and abbreviations, and State profile guidance for responding to questions.

In compliance with the Administration for Children and Families (ACF) World Wide Web standards, all ACF pages, except for the ACF Home Page, shall include the standard ACF banner. Program and Staff Office pages shall display the approved ACF standard banner on each of its pages. The approved ACF banner shall appear at the top of each page with sub-site identifying information appearing below the ACF banner. This documentation displays screens without the required ACF banner. OCSE is currently revising all IRG documentation to comply with ACF Web standards. The anticipated completion date is June 2002.

Also, in accordance to the ACF Web requirements, the "Children First!" background displaying within screens in this documentation is eliminated from the IRG.

For additional information on ACF please refer to http://www.acf.dhhs.gov